



# Application for a Water Right Permit

For Ecology Use  
(Date Stamp)

A NON-REFUNDABLE MINIMUM FEE OF \$50.00 MUST ACCOMPANY THIS APPLICATION FOR THE FOLLOWING:

☐ GROUND WATER      ☐ SURFACE WATER      ☐ PERMANENT  
☐ SHORT TERM      ☐ TEMPORARY

NO FEE REQUIRED FOR THE FOLLOWING:

☐ DROUGHT      ☐ COST REIMBURSEMENT

Follow the attached instructions. Attach additional sheets as necessary.

## Section 1. APPLICANT

☐ I have participated in a pre-application conference with Ecology.

Applicant/Business Name:	Phone No:	Other No:
Address:		
City:	State:	Zip:
Email Address (if available):		

Contact Name (if different from above):	Phone No:	Other No:
Relationship to Applicant:		
Address:		
City:	State:	Zip:
Email Address (if available):		

Legal Land Owner or Part Owner Name of the Proposed Place of Use:	Phone No:	Other No:
Address:		
City:	State:	Zip:
Email Address (if available):		

For Ecology Use	APPLICATION NO: _____ SEPA: Exempt/Not Exempt Fee Paid: _____ Check No: _____ ECY Coding: 001-001-WR1-0285-000011
Date Returned _____ By _____ Priority Date _____ By _____ WRIA: _____	
Pre-application interviewer: _____	

## Section 2. STATEMENT OF INTENT

Do you own the land on which the proposed point of diversion/withdrawal is located? ☐ YES ☐ NO  
 If no, do you have legal authority to make this application for use of another's land? ☐ YES ☐ NO

Briefly describe the purpose of your proposed project: \_\_\_\_\_

Anticipated length of time to complete your project: \_\_\_\_\_

**Water Use** List all purposes for which water will be applied to a beneficial use and list quantity required for each.

Purpose(s) of Use	Rate (check one box only) <input type="checkbox"/> Cubic Feet per Second (CFS) <input type="checkbox"/> Gallons per Minute (GPM)	Acre-Feet per Year (AF/YR) (If known)	Period of Use (Continuously or Seasonal)
<b>TOTAL:</b>			

### **Short Term/Temporary Water Use**

Is this a request for a short term project (less than four months and non-recurring)? ☐ YES ☐ NO

Is this request for a temporary permit? ☐ YES ☐ NO

If yes to either question above, indicate the dates that the water will be needed:

FROM: \_\_\_\_/\_\_\_\_/\_\_\_\_ TO: \_\_\_\_/\_\_\_\_/\_\_\_\_

## Section 3. POINT OF DIVERSION OR WITHDRAWAL

(Complete A or B, and C below)

A.) If Surface Water Source	B.) If Ground Water Source
<input type="checkbox"/> Spring <input type="checkbox"/> Creek <input type="checkbox"/> River <input type="checkbox"/> Lake <input type="checkbox"/> Other: _____ Source Name: _____ Tributary to: _____ Number of proposed diversion points: _____ Do you have an existing diversion? <input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> Well(s) <input type="checkbox"/> Other: _____ _____ Well diameter & depth: _____ Number of proposed points of withdrawal: _____ Do you have an existing well? <input type="checkbox"/> YES <input type="checkbox"/> NO If available, attach Water Well Report and pump test. Well Tag ID No. _____

C.) Point of Diversion/Withdrawal – Legal Description						
Parcel No.	¼	¼	Section	Township	Range	County
Lot(s)	Block(s)		Subdivision			
If known, enter the distances in feet from the point of diversion or withdrawal to the nearest section corner: _____ Feet ( <input type="checkbox"/> North/ <input type="checkbox"/> South) and _____ feet ( <input type="checkbox"/> East/ <input type="checkbox"/> West) from the ( <input type="checkbox"/> NW <input type="checkbox"/> SW <input type="checkbox"/> NE <input type="checkbox"/> SE <input type="checkbox"/> _____ ) corner of Section_____.						
Parcel No.	¼	¼	Section	Township	Range	County
Lot(s)	Block(s)		Subdivision			
If known, enter the distances in feet from the point of diversion or withdrawal to the nearest section corner: _____ feet ( <input type="checkbox"/> North/ <input type="checkbox"/> South) and _____ feet ( <input type="checkbox"/> East/ <input type="checkbox"/> West) from the ( <input type="checkbox"/> NW <input type="checkbox"/> SW <input type="checkbox"/> NE <input type="checkbox"/> SE <input type="checkbox"/> _____ ) corner of Section_____.						

NOTE: If more than two points of diversion/withdrawal attach additional information on a separate sheet of paper.

### Section 4. PLACE OF USE

**Attach a copy of the legal description of the property (on which the water will be used) taken from a real estate contract, property deed or title insurance policy, or copy it carefully in the space below.**

¼	¼	Section	Twp.	Range	County	Parcel No.

Do you own all the lands on which the proposed place of use is located? ☐ YES ☐ NO.

If no, do you have legal authority to make this application for use of another's land? ☐ YES ☐ NO

Provide owner name(s), address, and phone number: \_\_\_\_\_

Are there any other water rights or claims associated with this property or water system? ☐ YES ☐ NO

If yes, provide the water right and/or claim numbers: \_\_\_\_\_

**Attach a map of your project showing the point of diversion/withdrawal and place of use. If platted property, be sure to include a complete copy of the plat map.**

## Section 5. WATER SYSTEM DESCRIPTION

Describe your proposed water system (include type and size of devices used to divert or withdraw water from source): \_\_\_\_\_

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## Section 6. DOMESTIC WATER SUPPLY SYSTEM INFORMATION

(Complete A or B, and C below)

A.) Domestic Water Systems only	B.) Municipal Water Systems only (defined under RCW 90.03.015)
Projected number of connections to be served: _____	Present population to be served water: _____
Type of connections: _____ (e.g., home, recreational cabin)	Estimate future population to be served: _____ (20 year projection)
<b>C.) Water System Planning</b>	
Do you have a Water System Plan approved by the Washington State Department of Health, Drinking Water Division? <input type="checkbox"/> YES <input type="checkbox"/> NO If yes, date plan was approved ____/____/____ Water System Number: _____ _____ Name of water system: _____ _____ Are you within the service area of an existing water system? <input type="checkbox"/> YES <input type="checkbox"/> NO If yes, explain why you are unable to connect to the system: _____ _____ _____	


**Section 7. IRRIGATION/STOCKWATER/OTHER FARM USES**

**Irrigation**

Total number of acres requested to be irrigated under this application = \_\_\_\_\_ACRES

*NOTE: Outline the area to be irrigated on your attached map.*

**Stockwater**

List number and kind of stock: \_\_\_\_\_  
 \_\_\_\_\_

Is the proposed project for a dairy farm? ☐ YES ☐ NO

**Other Proposed Farm Uses**

Describe all proposed uses: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Family Farm Water Act (RCW 90.66):**

Calculate the acreage in which you have a controlling interest, including only:

- Acreage irrigated under water rights acquired after December 8, 1977,
- Acreage proposed to be irrigated under this application, and
- Acreage proposed to be irrigated under other pending application(s).

Is the combined acreage under existing rights greater than 6000 acres? ☐ YES ☐ NO

Do you have a controlling interest in a Family Farm Development Permit? ☐ YES ☐ NO

If yes, enter Permit No: \_\_\_\_\_

## Section 8. OTHER WATER USES

### Hydropower

Indicate total feet of head \_\_\_\_\_ and proposed capacity in kilowatts: \_\_\_\_\_

Describe works: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Indicate all uses to which power is to be applied: \_\_\_\_\_

FERC License No: \_\_\_\_\_

### Mining/Industrial Use

Describe use, method of supplying and utilizing water: \_\_\_\_\_

\_\_\_\_\_

### Other Use

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Section 9. WATER STORAGE

Will you be using a dam, dike, or other structure to retain or store water? ☐ YES ☐ NO

Are you proposing to store more than 10 acre-feet of water? ☐ YES ☐ NO

Will the water depth be 10 feet or more? ☐ YES ☐ NO

If you answered yes to any of the above questions, please describe: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

*NOTE: If you will be storing 10 acre-feet or more of water and/or if the water depth will be 10 feet or more at the deepest point and some portion of the storage will be above grade, you must also complete an Application for Permit to Construct a Reservoir and a Dam Construction Permit and Application.*

## Section 10. DRIVING DIRECTIONS

Provide detailed driving directions to the project site: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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Site Address: \_\_\_\_\_

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## Section 11. REQUIRED SIGNATURES

I certify that the information provided in this application is true and accurate to the best of my knowledge. I understand that in order to process my application, I grant staff from the Department of Ecology access to the site for inspection and monitoring purposes. Even though the employees of the Department of Ecology may have assisted me in the preparation of the above application, all responsibility for the accuracy of the information rests with me, the applicant.

\_\_\_\_\_  
Print Name  
(Applicant or authorized representative)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name  
(Legal Owner or Part Owner Place of Use)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name  
(Legal Owner or Part Owner Place of Use)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Please check the region in which the project is located:**

<b>*Submit your application to:</b>  DEPARTMENT OF ECOLOGY CASHIERING SECTION PO BOX 47611 OLYMPIA, WA 98504-7611	<input type="checkbox"/> Central Regional Office 1250 W. Alder Street Union Gap, WA 98903-0009 (509) 575-2490	<input type="checkbox"/> Eastern Regional Office 4601 N. Monroe Street Spokane, WA 99205-1265 (509) 329-3400
	<input type="checkbox"/> Northwest Regional Office 3190 – 160 <sup>th</sup> Avenue SE Bellevue, WA 98008-5452 (425) 649-7000	<input type="checkbox"/> Southwest Regional Office PO Box 47775 Olympia, WA 98504-7775 (360) 407-6300

If you have questions about your application, contact the Water Resources program at the regional office in which your project is located.





## **INSTRUCTIONS for the Application for a Water Right Permit**

Please read these instructions carefully. Be accurate and complete in filling out your application, as the information you provide is very important in processing your application. Be sure to attach your fees, maps, and any additional information related to the water uses you are proposing.

If you need assistance, please contact the regional office in which your project will be located. A map of the Ecology regions is on the back page of the application. If your answers to any questions are longer than the space provided, you may attach additional sheets as necessary.

### **Check Boxes**

Check the appropriate box for Surface or Ground Water.

Check the appropriate box for Permanent, Temporary, Drought, or Short Term use (duration of 4 months or less).

### **Application Fee**

- A minimum fee of \$50.00 is required for each new application for a water right permit.
- No fees are required for applications to be processed under a Cost Reimbursement contract.
- No fees are required for Emergency Drought Applications (only when a drought is declared).

If additional fees are required, Ecology will send you a letter requesting those fees. If you are unsure of the appropriate fee amount, contact your regional office for more information, or visit our website:

[<http://www.ecy.wa.gov/programs/wr/rights/wr\\_fees.html>.](http://www.ecy.wa.gov/programs/wr/rights/wr_fees.html)

**Please make checks or money orders payable to the “Department of Ecology.” Cash cannot be accepted. ALL FEES ARE NONREFUNDABLE.**

### **Section 1. APPLICANT**

We encourage you to contact the Ecology Regional Office in your area to request a **pre-application conference** PRIOR to filing your application. Contacts are listed on the previous page. We will review your project needs and assist you in determining options for obtaining the water you need.

Enter the name of the person, organization, or water system for which the water right permit is requested. For instance, if the permit is required for a community water system, enter the name of the system (e.g. Green Acres Water Works). Enter a mailing address, including zip, daytime telephone, an alternate or cell phone number, and an Email address (if you have one).

Provide the name of a contact person (if different from above) to call in case we have questions about the application or proposed project. Describe the relationship of the contact person to the applicant, e.g. "consultant," "water systems engineer," "realtor," "chair of community well organization," etc.

Enter the name of the legal or part owner (person or business) of the land where the water is to be used. Enter a mailing address, including zip, daytime telephone, an alternate or cell phone number, and an Email address (if available).

### **Section 2. STATEMENT OF INTENT**

Mark the check box if you own the land containing the proposed point of diversion/withdrawal.

Mark the check box if you have legal authority to make this application for use of another's land.

Provide a brief description of the purpose of your proposed project and the anticipated length of time to complete the project.

## Water Use

List the purpose(s) for which you are proposing to use the water (**see examples of purposes below**). Check the appropriate box to indicate if the rate you have provided is measured in cubic feet per second or gallons per minute. For each purpose provide the maximum rate at which water is proposed to be taken from the water source. If known, provide the maximum quantity to be used for the purposes in acre-feet per year. Provide period of use (months) in which the water will be used for each purpose. Total the water needs for each purpose of use and write the total within the space provided.

## Short Term/Temporary Water Use

If this application is being submitted for a short term (less than four months – see Policy 1037) or temporary water use (see Policy 1035), check the appropriate box and indicate the dates the water will be needed.

For more information on Water Resources Program Policies, contact your regional office or visit our website:

[<http://www.ecy.wa.gov/programs/wr/rules/pol\\_pro.html#wradminpolicy>](http://www.ecy.wa.gov/programs/wr/rules/pol_pro.html#wradminpolicy).

## Examples of purpose(s)

Be sure that you include ALL uses that you propose, not just the major use of water. Some examples are:

• Dairy	• Domestic-Multiple	• Domestic-Single
• Dust Control	• Fish Propagation	• Frost Protection
• Heat Exchange	• Hydropower	• Industrial/Manufacturing/Commercial
• Irrigation	• Mining	• Municipal
• Stockwater	• Other (describe)	

## Section 3. POINT OF DIVERSION OR WITHDRAWAL

(Complete A or B, and C)

### A.) If Surface Water Source

Check the appropriate box if you plan to divert water from a spring, creek, river, lake, or other (describe). Enter the source name, e.g. “Wenatchee River.” If the source feeds another body of surface water, give the name of the body of water to which the source is a tributary, e.g. “Columbia River.” Enter the number of proposed diversion points. Check the appropriate box if you have an existing diversion.

### B.) If Ground Water Source

Check the appropriate box if you plan to withdraw water from a well or other ground water system (describe). Enter the diameter, depth, and the number of proposed points of withdrawal (wells). Check the appropriate box if you have an existing well. If the well has been constructed, attach a Water Well Report. If you have already done a pump test, attach a copy of the pump test results. Provide the Well Tag ID number, if available.

### C.) Point of Diversion/Withdrawal Location – Legal Description

Enter the parcel number, quarter-quarter ( $\frac{1}{4}$ ), section, township, range and county in which each point of diversion or withdrawal is located. If the location has been platted (subdivided), enter the lot, block, and subdivision name. You can generally obtain this information from a legal description or plat of the property, or from your county assessor's office. If there are more than two points of diversion or withdrawal, attach additional information on a separate sheet of paper.

If known, enter the distances in feet from the nearest section corner to each point of diversion or withdrawal (e.g. 420 feet south and 150 feet west from the Northeast Corner of Section 12). You can obtain this information by measuring the distance on a USGS map, other map drawn to scale, or by measurement on the ground.

#### Section 4. PLACE OF USE

Attach a legal description of the lands where you propose to use the water or copy it carefully in the space provided. You can usually obtain a legal description from a survey, county assessor's office, real estate contract, title insurance policy, or property deed. Also include the tax parcel number(s) if available.

Check if you own all of the lands on which the proposed place of use is located. If you do not own the lands, provide the owner's name(s), address and phone number. If this is a community or municipal water system, please include a copy of your current and future service area map.

*NOTE: Landowner's signature is required in Section 11.*

Check if there are any other water rights or claims associated with this property or water system. If yes, provide the water right and/or claim numbers.

**Attach a map of your project showing the point(s) of diversion/withdrawal and place of use. If platted property, be sure to include a complete copy of the plat map.**

#### Section 5. WATER SYSTEM DESCRIPTION

Provide a description of your proposed project, explaining how you will divert, pump, distribute, and store the water, and any conservation measures you may be taking. Include proposed size, capacity, location, and motor horsepower of any pump.

#### Section 6. DOMESTIC WATER SUPPLY SYSTEM INFORMATION

(Complete A or B, and C)

##### **A.) Domestic Water Systems**

Enter the projected number of connections to be served and the type of connection (e.g. home, recreational cabin).

##### **B.) Municipal Water Systems** (as defined under RCW 90.03.015)

Enter the present population to be served water and estimate the future population to be served (20 year projection).

##### **C.) Water System Planning**

Check yes if you have a Water System Plan approved by the Washington State Department of Health, Drinking Water Division. Provide the date the plan was approved, as well as the water system number. Enter the name of the water system (e.g. Johnson Point Water Association).

Check yes, if you are within the service area of an existing water system and explain why you are unable to connect to the system.

#### Section 7. IRRIGATION/STOCKWATER/OTHER FARM USES

##### **Irrigation**

Provide the total number of acres of land to be irrigated in the space provided. The number of acres to be irrigated should not include lands within the general irrigation area that may contain buildings, roads, etc. Outline the area to be irrigated on your attached map from Section 4.

##### **Stockwater**

Indicate total number of animals receiving stockwater and the type of animal (e.g. goats, chickens, llamas).

Check yes if the proposed project is for a dairy farm.

### **Other Proposed Farm Uses**

Describe all other proposed farm uses (e.g. frost protection, heat control, or harvesting) listed in Section 2 and provide the proposed number of acres of land upon which each purpose would occur. Also note other uses of water on the farm (e.g. cleaning the milking parlor, washing cattle, or for a cooling system) and how much water is needed for each use.

### **Family Farm Water Act (RCW 90.66)**

In order to comply with the Family Farm Water Act, indicate if you have a controlling interest in more than 6,000 acres of irrigation as defined in RCW 90.66.040(3). This includes the number of acres that are irrigated under water rights acquired after December 8, 1977, acreage that would be irrigated under this application, and acreage proposed to be irrigated under other pending applications on file with the Department of Ecology.

Check yes, if the proposed project is over 6,000 acres.

Enter the permit number(s) of any Family Farm Development Permit in which you hold controlling interest.

## **Section 8. OTHER WATER USES**

### **Hydropower**

For hydropower projects, indicate the total feet of head and proposed capacity in kilowatts. Describe the proposed diversion facility, including the bypass reach. Indicate all uses to which power is to be applied. Enter the FERC license number.

### **Mining/Industrial Use**

Describe use, method of supplying and utilizing water.

### **Other Use**

Describe any other use(s) of water.

## **Section 9. WATER STORAGE**

Check the appropriate box for each question in the above form.

If you answered yes to any of the questions, your project may require a reservoir permit, or an approval from Ecology's Dam Safety Program. For criteria on reservoir permits contact the regional office in which your project is located.

## **Section 10. DRIVING DIRECTIONS**

Provide detailed driving directions from the nearest town to the project site. If applicable, provide the site address.

## **Section 11. REQUIRED SIGNATURES**

The applicant or authorized representative (e.g. the Public Works Director of a municipality, or the chair of a community water system) AND the legal owner(s) or part owner of each parcel within the place of use MUST sign the application.